

STATE OF NEVADA
BOARD OF PSYCHOLOGICAL EXAMINERS
4600 Kietzke Lane, Bldg E-141 ♦ Reno, NV 89502 ♦ (775)688-1268 ♦ FAX (775)688-1272
nbop@govmail.state.nv.us

INFORMATION/INSTRUCTIONS FOR
APPLICATION FOR CERTIFICATION AS AN AUTISTIC BEHAVIOR INTERVENTIONIST

APPLICATION REQUIREMENTS

1. **APPLICATION FORM FOR CERTIFICATION.** The application and all other requested materials must be completed, signed, notarized, and received by the Board before the application will be processed.
 2. **APPLICANT MUST BE A U.S. CITIZEN OR MUST BE LAWFULLY ENTITLED TO REMAIN AND WORK IN THE UNITED STATES.** Naturalized citizens must forward a copy of their naturalization certificates. Aliens must submit a copy of documentation from the United States Immigration and Naturalization Service evidencing the lawful entitlement of the applicant to remain and work in the United States.
 3. **CHARACTER REFERENCE FORMS.** Make a copy of the character reference form for each of the three (3) required character references. Send one form directly to each reference for return to the office of the Board.
 4. **PHOTOGRAPHS.** Two high quality passport size head shots, in either color or black/white, must accompany each application. One photograph should be affixed to the application and the other should be loose (with name printed on the back).
 5. **FEES:**
 - a) A check for \$100.00 (non-refundable) must accompany the completed application†;
 - b) The cost of the state exam is \$150.00 to be paid upon invitation.
 - c) Following successful completion of the state exam, a \$25.00 certification fee plus a \$175.00 biennial fee prorated for the remainder of the biennium.
- † Please note that the Board cannot receive payments from clients of applicants.
6. **TRANSCRIPTS.** Official transcripts, or equivalent proof of education, must be sent to the Board office from the institutions where the diploma was granted.
 7. **SUPERVISOR QUALIFICATION FORM.** Have your supervisor complete the Certified Autism Behavior Interventionist Supervision Qualification Form for submission to the Board with your application.
 8. **TRAINING LOGS.** Provide to the Board detailed proof that 40 hours of ABA training has been received in compliance with NAC 641.033

LICENSING PROCEDURES

1. **WHEN TO APPLY.** An application for certification may be filed at any time after receipt of the High School diploma or equivalent, and proper ABA training.

2. **COMMUNICATION WITH THE BOARD.** A letter of acknowledgement will be sent shortly after application is received by the Board. Applicants will be notified by mail that either a file is complete or that specific documents are missing.
As the Board cannot acknowledge receipt of individual items, those wishing receipt confirmation should send documents **CERTIFIED MAIL, RETURN RECEIPT REQUESTED.**

3. **STATUTES AND REGULATIONS.** NRS 641 (the Statute) and NAC 641 (the Administrative and Conduct Regulation) governing the practice of Psychology and Behavior Analysis in Nevada are available on our website at <http://psyexam.nv.gov> and should be studied thoroughly prior to the state. Exam Statutes cross-referenced in NRS 641 may be reviewed at the county law library, or on-line at <http://leg.state.nv.us/law1.cfm>.
4. **STATE EXAMINATIONS** will be administered to applicants who have met all other requirements. Applications must be complete at least 90 days before the examination dates to obtain Board approval to sit for the exam. Applicants should be well versed on sound professional practices, moral/ethical issues, NRS 641 (the Statute) and NAC 641 (the Administrative and Conduct Regulation). Additional instructions will be sent following schedule of the exam.
5. **SPECIAL ACCOMMODATIONS, IF ANY,** should be requested of the Board at the time of application.

NOTE: If additional information is needed, or if there are questions, contact the Board at the address/phone number on this document.